

DIRECTIVES UPDATE

The following new and/or revised Directives are available over the Internet on the Office of Management's home page or Directives at <http://www.directives.doe.gov/>.

DOE O 323.1 Admin Chg 1, Garnishment of Federal Employees' Pay - The order prescribes procedures for collecting from an employee's pay those amounts subject to legal process brought for enforcement of the employee's legal obligations to provide child support and/or make alimony payments and commercial garnishments.

<http://www.directives.doe.gov/pdfs/doe/doetext/neword/323/o3231admc1.pdf>. For more information, contact the Office of Financial Policy at 202-586-4860.

DOE G 413.3-2, Quality Assurance Guide for Project Management - The guide provides acceptable approaches for implementing the Quality Assurance requirements and criteria of DOE O 413.3A related to the development and implementation of a Quality Assurance Program for the project. <http://www.directives.doe.gov/pdfs/doe/doetext/neword/413/g4133-2.pdf>. For more information, contact the Office of Health, Safety and Security at 301-903-5452.

DOE G 413.3-6, High Performance Sustainable Building - The guide supports DOE O 413.3A and provides useful information on the incorporation of high performance sustainable building principles into building-related General Plant Projects and Institutional General Plant Projects at DOE sites. <http://www.directives.doe.gov/pdfs/doe/doetext/neword/413/g4133-6.pdf>. For more information, contact the Office of Health, Safety and Security at 202-586-2481.

DOE G 413.3-17, Mission Need Statement Guide – The guide supports DOE O 413.3A, Program and Project Management for the Acquisition of Capital Assets, dated 7-28-06, and provides suggested content, definitions, and examples for writing a clear mission need statement to support an acquisition executive's decision to initiate exploration of options to fulfill a capability gap, which may include a capital asset acquisition.

<http://www.directives.doe.gov/pdfs/doe/doetext/neword/413/g4133-17.pdf>. For more information, contact the Office of Management at 202-586-8147.

DOE O 450.1A, Environmental Protection Program - The program's objective is to implement sound stewardship practices that are protective of the air, water, land, and other natural and cultural resources impacted by DOE operations, and meet or exceed compliance with applicable environmental, public health, and resource protection requirements cost effectively. The revision provides specific expectations for implementation of Executive Order 13423, Strengthening Federal Environment, Energy, and Transportation Management.

<http://www.directives.doe.gov/pdfs/doe/doetext/neword/450/o4501a.pdf>. For more information, contact the Office of Nuclear Safety, Quality Assurance and Environment at 202-586-5680.

DOE M 460.2-1A, Radioactive Material Transportation Practices Manual - The manual establishes standard transportation practices for the Department of Energy, including National Nuclear Security Administration to use in planning and executing offsite shipments of radioactive materials and waste. The revision reflects ongoing collaboration of DOE and outside

organizations on the transportation of radioactive material and waste.

<http://www.directives.doe.gov/pdfs/doe/doetext/neword/460/m4602-1a.pdf>. For more information, contact the Office of Environmental Management at 301-903-7284.

DOE O 551.1C, Official Foreign Travel - The order sets forth requirements and responsibilities governing official foreign travel by Federal and contractor employees.

<http://www.directives.doe.gov/pdfs/doe/doetext/neword/551/o5511c.pdf>. For more information, contact the Office of Management at 202-586-4048.

In addition, you can be automatically notified when new directives, regulations, or standards are available in your specific areas of interest by signing up for e-mail notification at:

<http://www.directives.doe.gov/>